

Date

ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <i>EO/DA</i>	<i>[Signature]</i>	<i>13 DEC 1982</i>
2.		
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Action	File	Note and Return
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REMARKS

For DCI & Annual Rpt

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
<i>[Signature]</i> <i>Safety</i>	Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

SAFETY

Increased emphasis was given to the Agency's Occupational Safety and Health Program to bring it to compliance with provisions of the Occupational Safety and Health Act, Executive Order 12196 and Title 29, Code of Federal Regulations, Part 1960.

During the year, the program was placed under the Deputy Director for Administration and a second industrial hygienist and two student trainees specializing in fire protection and industrial hygiene were added to the Staff. A fire protection specialist was also assigned full-time to one of the major components. Two of the primary elements of a successful program, inspections and training, were given special emphasis. Safety Staff personnel conducted 81 comprehensive safety and health surveys which included 40 facilities and 136 days overseas in addition to 90 inspections. Safety Staff employees also devoted 362 hours to the safety and health training of Agency employees.

The safety and health of Agency employees serving overseas, is of special concern. An overseas safety enhancement program is being started to provide a safer environment for our employees. This program is geared not only to the work areas but to residences. The overall goal is to provide greater safety and fire protection to facilities and residences within the next two years.

A fire protection engineer and a health physicist is also being assigned to give special attention to these areas.

PRESENT AND PROJECTED RESOURCE NEEDS

There continues to be a shortage of personnel and resources to conduct a safety and health program meeting full requirements of Federal statutes. Improvements in these areas are expected to continue.